



# Town of Duxbury Massachusetts

## Planning Board

TOWN CLERK  
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DUXBURY, MASS.

### **Minutes 11/15/2021**

The Planning Board met on November 15, 2021 at 6PM in the Large Classroom on the Second Floor of the Duxbury Senior Center, 10 Mayflower Street Duxbury, MA 02332.

Present: Scott Casagrande, Chair; Brian Glennon, Vice Chair; Keith MacDonald, Clerk; Kristin Rappe; Jennifer Turcotte; David Uitti; and George Wadsworth.

Absent: None.

Staff: Valerie Massard, Planning Director; and Emily Hadley, Administrative Assistant.

Mr. Casagrande called the meeting to order at 6:04PM.

### **Open Forum**

As the Planning Board's liaison to the Metropolitan Area Planning Council (MAPC), Ms. Rappe said MAPC is currently working on the MetroCommon 2050 Plan, which is a long-range regional plan for the Greater Boston region. Information on the plan is available on MAPC's website at: <https://metrocommon.mapc.org/>.

Mr. Uitti said the Community Preservation Committee (CPC) has been meeting very often recently. At the Special Town Meeting on November 8<sup>th</sup>, there were two articles that involved the CPC. He said Article 1 passed, to approve the purchase of the Pink property, and Article 5, a citizen's petition to halt the Conservation Commission's plans to cut down trees in order to restore former farmland at DeLorenzo Farm, was denied.

Ms. Massard said a kickoff meeting took place last week for the signal installation project for Exit 10 (now Exit 20) on the Kingston/Duxbury line with Old Colony Planning Council, Vanasse & Associates, and MassDOT. She said the Towns are currently negotiating the contract with the consultant. She said the project is slated for 2026.

### **Administrative Items**

#### **2 Barn Swallow Lane (ZBA Case #2021-35)**

Mr. Casagrande said at the last Planning Board meeting, he requested to delay the Board's review so he could review the accessory apartment bylaw. He said the application for an

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accessory apartment within the home fits the description of what is allowed in the bylaw. He said the home has been there for more than ten years. He said his initial concern with the application was that the applicants had applied for a permit to make the space into a Bed & Breakfast business and were denied. He wants the ZBA to make sure that it cannot be used as an Airbnb or a short-term rental/vacation rental.

Mr. Casagrande said there is no language referring to the length of rentals in the accessory apartment bylaw, but the intention of that bylaw was to only allow for long-term rentals.

Mr. Glennon read out the definition of apartments, which describes that they are "...designed for use as a dwelling." Ms. Turcotte said this application aligns with the accessory apartment definition.

Motion: Mr. Glennon made a motion to defer judgement to the ZBA the Special Permit application for 2 Barn Swallow Lane, with the request that the ZBA, as a condition of the Special Permit, confirm with the applicants that the accessory apartment will be used as a dwelling and not for short-term vacation rentals. Ms. Turcotte provided a second.

Ms. Rappe asked if someone could rent the apartment to use while they are working in Town for the summer. Mr. Casagrande said yes, that is more of a dwelling use. They just want to avoid the property being rented out as a week-long vacation rental.

Vote: 7-0, unanimous.

### **42 Keene Street (ZBA Case #2021-36)**

Motion: Mr. MacDonald made a motion to defer judgement to the ZBA for the Special Permit application for 42 Keene Street. Mr. Glennon provided a second.

Vote: 7-0, unanimous.

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## **Minutes**

Motion: Mr. Glennon made a motion to approve minutes dated October 25, 2021 as written. Mr. MacDonald provided a second.

Vote: 6-0, Mr. Wadsworth abstained due to absence from the October 25<sup>th</sup> meeting.

Mr. Glennon said there was an invoice included in the Board's agenda materials but was not included in the agenda. He requested staff move this invoice to the next Planning Board agenda.

## **Local Historic Districts Preliminary Study Report**

Ms. Massard said the Local Historic District Commission has created about 6 or 7 new districts over the years, and has added several properties. Mr. Casagrande said the proposed district is the

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Harrington property at 761 Temple Street. Renée Mierzejewski, Chair of the Local Historic District Commission, said the Commission believes the report to be complete based on past reports they have submitted to the State. She said they wanted to give the Planning Board the opportunity to provide any edits and comments to the report before they submit it to the State.

Mr. Glennon, also a member of the Harrington Property Working Group, recognized Tag Carpenter and Renée Mierzejewski for their hard work on preparing this preliminary study report. The property was bought with Community Preservation Commission funds after a Special Town Meeting vote in August 2020. Ms. Massard said the Planning Board needs to report to Annual Town Meeting closer to March. She also commended the Local Historic District Commission for their work over the years.

Georgia Taft Pye, from the Local Historic District Commission, said there is a misunderstanding of Local Historic Districts in Town. She asked the Planning Board members to act as ambassadors for Local Historic Districts whenever possible. She said preserving the streetscape is important. Ms. Mierzejewski said they also have a mythbusters fact sheet on the Town's Local Historic District Commission webpage at:

<https://www.town.duxbury.ma.us/sites/g/files/vyhlf3056/f/uploads/myth-buster.pdf>.

### **Planning Director Vacancy Update**

Mr. Casagrande and Mr. Glennon updated the Board about the hiring process for the Planning Director position. The Town has moved forward a few applicants to interview. Mr. Glennon asked the Planning Board to send Mr. Casagrande and himself any particular questions they want to ask the applicants. Mr. Wadsworth said the applicants do not need to have a complete knowledge of all of Duxbury's bylaws, but must have the willingness to learn.

Mr. Glennon said the position directly reports to the Town Manager; however, the Planning Board has been involved in the hiring process every step of the way. Mr. Glennon said Ms. Massard paved the way to describe what is needed for the Planning Board position.

### **Discussion of Meeting Schedule for 2022**

The Board will continue meeting on the second and fourth Mondays of the month at 6PM in 2022.

Mr. Wadsworth expressed concerns about keeping the meetings on Monday nights if a Planning Board member wants to attend a Selectboard meeting. Mr. Casagrande said the Selectboard meets at 7PM, and the reason the Planning Board has been meeting in the Senior Center, since the Selectboard often starts their meetings early for Executive Session. He said the Board can work around it if individual Board members want to attend Selectboard meetings.

### **Other Business**

Ms. Massard said the Town has gotten through MEPA's review on the beach nourishment project, so they can start working on permit applications for beach nourishment.

Ms. Massard and the Planning Board expressed their sincere gratitude for the professionalism and dependability of Emily in the absence of having a Planning Director in the office day to day since July when Valerie Massard changed to full-time planner in Kingston.

The next Planning Board meeting will be held on Monday, November 29<sup>th</sup> at 6PM.

### **ADJOURNMENT**

Motion: Ms. Rappe made a motion to adjourn at 6:39PM. Ms. Turcotte provided a second.

Vote: 7-0, unanimous.

Materials reviewed at the meeting:

- November 15, 2021 Agenda
- ZBA Case #2021-35: 2 Barn Swallow Lane
- ZBA Case #2021-36: 482 Keene Street
- Draft October 25, 2021 Minutes
- Draft Local Historic District Preliminary Study Report: November 2021
- October 2021 Building Permit Report